From: DPA EIS Helpdesk

Sent: Thursday, August 16, 2001 12:17 PM

To: ALL DPA Statewide Staff

Subject: New CSED Screen Access Instructions

BROADCAST TO ALL DPA STAFF

From Systems Operations and Staff Development and Training

As many of you are aware, CSED recently enhanced their NSTAR system. The system is now available to DPA staff however there are a few changes that you need to be aware of if you are accessing the new system. Attached is a preliminary navigation guide to assist workers in getting the information they need in regards to child support. Please follow the directions carefully. Also, there are instructions for reconfiguring your EIS session to be able to view the entire screen.

Two training sessions have been scheduled for the 12th of September and Supervisors and Managers have been notified. These training sessions will be conducted by CSED trainers and it is the expectation for staff who attend, to bring the information and training materials back to their respective offices/units and provide training to their co-workers. If you are interested in participating in these sessions, please contact your supervisor for further details.



This warrant will be deemed paid unless redeemed within two years after the date of issue per AS 37.05.180

STATE OF ALASKA HSS - TREASURY WARRANT

VOID

DATE OF ISSUE: 05/01/00

WARRANT NO. 41100077

DOLLARS CENTS PAY \$ ***110 00

TO THE ORDER OF

HUNDRED TEN DOLLARS AND NO CENTS

051 00019036

STOREXXXXXXX T ARMY NAVY SURPLUS 334Q3478 MINAININIERELLLL APT 348729847928374928347 ANCHORAGEYYYYYY AK 99503

NOT NEGOTIABLE

MISCELLANEOUSLLELLE			WAGNER. A		
05/01/00	00019036	GA/MI	BENEFITS FOR: 04/00		SXXX110.00
	LASKA - NOT	NEGOTIABLE	41100077		

STATE OFFICE

CS 051 BETHEL

DIVISION OF PUBLIC ASST

BOX 365

ETHEL, AK 99559

STOREXXXXXXX T ARMY NAVY SURPLUS 334Q3478 MINAININIERELLLL APT 348729847928374928347 ANCHORAGEYYYYYY AK 99503

NEW WARRANT DESIGN EFFECTIVE JULY 23, 2001

NOTIFICATION OF CHANGE:

You must report any changes that affect your eligibility within 10 days after they happen. Some examples of changes you must report include: someone moving into or out of your home, increases or decreases in the amount of money you get each month, and changes in the amounts and types of "resources" you own (such as real estate, savings accounts, cars, etc.).

You are responsible for reporting changes to your Division of Public Assistance office. Do not report changes to any other person, to your Fee Agent, or to employees of any other State office. You may report a change by phone, in person, or in writing.

If you receive Temporary Assistance, you are required to report changes each month on your Monthly Report Form. You should also eport any changes that happen after you send in each monthly report.

If you fail to report a change or if you report a change incorrectly or incompletely, you may get more assistance than you are entitled to. If this happens, you may have to repay that assistance. You may also be prosecuted for fraud under various federal and state laws, including AS 11.47.160.

MAKE INQUIRIES ABOUT PAYMENT TO OFFICE LISTED ABOVE